



Central Permit Facility
500 W. Winchester Road Unit #101
Libertyville, IL 60048-1331
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Registration Form - Residential Reroofing

This registration form is only available to licensed roofers in good standing with the State of Illinois. No permit will be required when proposed improvements consist of **only** reroofing your residential structure and work will be performed by a licensed roofer. A permit shall be required if: 1) work will be performed by homeowners, 2) reroofing is part of a larger project that involves structural work such as truss work, replacing rafters, interior alterations or additions, or 3) project is a commercial project or 4) property is red tagged.

This process is designed to maximize customer convenience. However, the customer always has the right to seek a permit and a follow-up inspection. Lake County reserves the right to inspect any construction performed whether permitted or registered.

You may apply for registrations online through at the website: WWW.LAKECOUNTYIL.GOV/PERMIT
Registrations can also be applied for in person at the Central Permit Facility. A non-refundable registration fee of \$36.00 (per structure) is required and can be made with cash, check or credit card.

UPON SUBMISSION AND REVIEW OF THIS FORM, YOUR PROJECT WILL BE REGISTERED. CONSTRUCTION CANNOT BEGIN UNTIL YOU RECEIVE CONFIRMATION FROM THIS OFFICE THAT YOUR REGISTRATION IS COMPLETE. NOTE: By signing below you agree to comply with the requirements of the Solid Waste Hauling and Recycling Ordinance by diverting 75% of construction and demolition debris generated by this project.

(Please complete the information below and sign)

Roofing Contractor: _____ Telephone #: _____

FAX #: _____ Email: _____ License #: _____

PIN: _____ Address of Property: _____

Owner Address (if different from above): _____

Owner Name: _____

Owner Phone Number: _____ Email: _____

Brief Description of Proposed Project: _____ Cost of Project: _____

Owner/Authorized Agent Signature _____ Date: _____

OFFICE USE ONLY: License Status: ☐ Active ☐ Expired

Application # _____ Completed By: _____ Date: _____

Paid By: ☐ Cash ☐ Check # _____ ☐ Credit Card # _____

Comments: _____

☐ **REGISTRATION COMPLETE** (You may now proceed with your project. Please save a copy of this completed Registration Form for your Records)